

Not For Profit – Request for Use Promotional Signage

Request Information

This form is for the outdoor electronic signs located at the LIV Communities Arena, the Welland Community Center and the indoor televisions at the Welland Community Center.

Announcements must be submitted **a minimum of 10 days** prior to the event date and will appear for one week prior to the event.

LIV Communities Arena, 501 Lincoln Street

Welland Community Center, 145 Lincoln Street

Event Announcement Information

Provide details of the event announcement in the space below. All announcements should be concise, indicating event name, date, time and location. Only this information will be displayed on the signs.

Each line has a limit of 20 characters.

Event Name:

Date and Time:

Location:

Signature:

Date:

Office Administration

SA Approved:

Date:

Scheduled on Sign:

Date: